Reducing

Workplace

Stress

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Optimising Wellbeing in the Workplace

'Six Essentials of Workplace Wellbeing'

Awareness and Education

'Six Essentials of Personal Wellbeing'

Early Intervention and Support

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The 'Six Essentials' of Workplace Wellbeing

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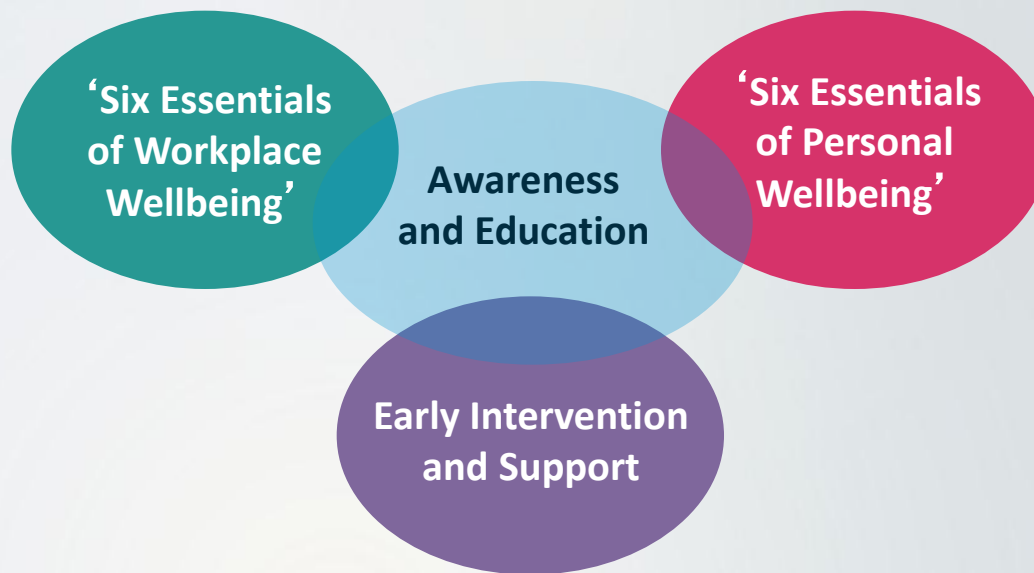
Balanced Workload

Control

Work Relationships

Job Security and Change

Resources and Communications

Job Conditions

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Workplace: Balanced Workload

Causes of pressure

⚠ Volume of work

⚠ Commuting time

⚠ Work hours

⚠ Repetitive work

⚠ Under-work!

Potential solutions

✓ Adjust total workload and recognise individual differences

✓ Support flexible working whenever you can

✓ Agree to turn phones / laptops off at a certain time

✓ Focus time on great planning to prevent extra work later

✓ Reduce unnecessary tasks or duties

✓ Clearly define tasks and responsibilities

✓ Avoid under-utilising capabilities of workers

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Workplace: Control

Causes of pressure

⚠ Having no influence on pace of work or working methods

⚠ Make suggestions that aren't acknowledged

Potential solutions

✔ Give team members genuine opportunities to make suggestions about the way their job is done

✔ Involve team members early on in decision making processes

✔ Discuss different options being considered with team members

✔ Avoid dictating tasks to be completed – give people latitude to use their judgement

✔ Show appreciation for initiatives

✔ Clearly agree accountability for delivering tasks or projects with team members

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Workplace: Work Relationships

Causes of pressure

⚠ Feeling isolated from other team members

⚠ Bullying or harassment, regardless of intent

Potential solutions

✔ Establish close professional relationships between managers and their team members

✔ Reinforce the commitment of managers to workplace wellbeing

✔ Discuss ways of providing mutual support across the team

✔ Organise team activities in and outside of work

✔ Encourage teams to regularly ask how each other are doing

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Workplace: Job Security and Change

Causes of pressure

⚠ Uncertainty about the future

⚠ Regular change without clear understanding

Potential solutions

✔ Plan work in such a way to enhance possibility of stable employment

✔ Recognise that those in part-time jobs or fixed-term contracts may feel less secure than those in full-time, permanent employment

✔ Reinforce Network Rail's Fair Culture principles

✔ Keep people informed of changes that might affect them

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Workplace: Resources and Communications

Causes of pressure

⚠ Lacking correct or adequate tools or equipment

⚠ Not being appropriately trained to complete a role or tasks

⚠ Feeling isolated and not included in the organisation

⚠ Lacking regular business or team updates

Potential solutions

✓ Construct personal development plans with team members

✓ Encourage further training and education to help team members do their jobs better

✓ Regularly communicate with team members

✓ Provide regular updates on the organisation or the team

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Workplace: Job Conditions

Causes of pressure

⚠️ Unsafe, unhealthy or generally poor working environment

Potential solutions

✔️ Address any unsafe work environments

✔️ Speak to team members about what they need to do their jobs well

✔️ Provide a working environment that supports good physical and mental wellbeing

✔️ Ensure your teams have access to adequate welfare facilities

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Assessing and Managing Risk of Workplace Stress

Five steps to assessing risk of workplace stress:

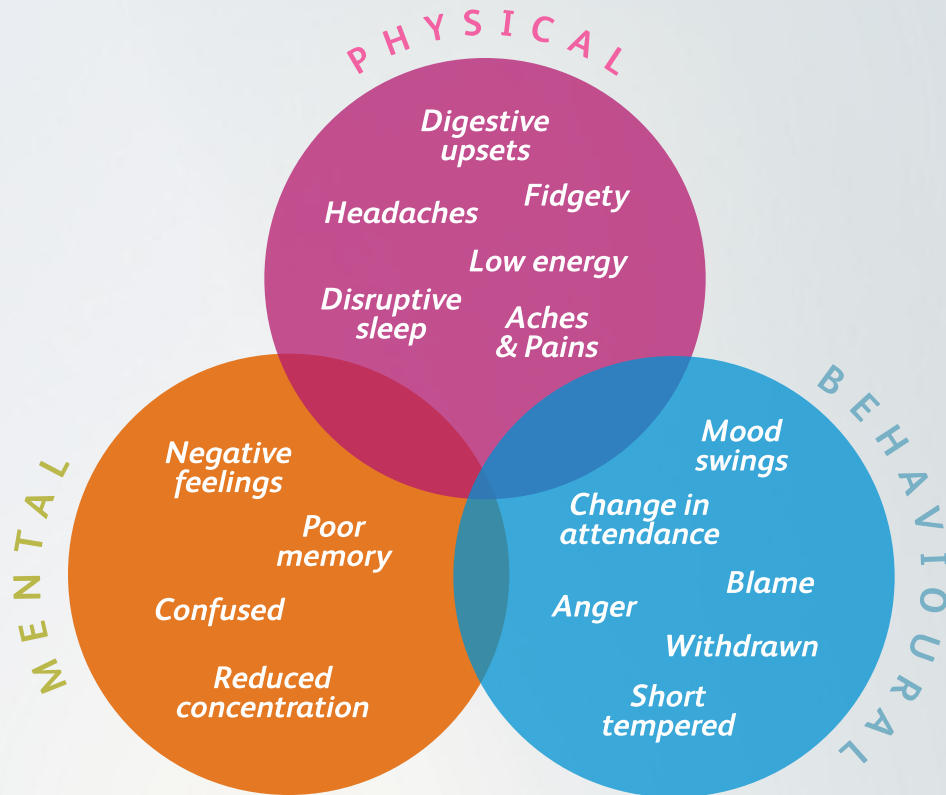**1** Identify the hazard (i.e. stress)

2 Think who might be at risk and how

3 Assess the 'six essentials of workplace wellbeing' by talking to team members

4 Jointly agree tangible actions and implement them

5 Review assessment on regular basis and make changes where needed

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Spotting the Signs of Stress

Top 5 myths of mental health

MYTH **Only weak people have mental health problems**

TRUE Anyone can be affected

MYTH **If someone has a problem, they will find help themselves**

TRUE Most people do not talk about it because of fear, perceived sign of weakness and stigma

MYTH **If someone close to you suffers a mental health problem, it's none of your business**

TRUE Friends and colleagues are best placed to spot signs and symptoms and encourage you to seek help

MYTH **No-one can help me if I suffer with mental health problems**

TRUE There are lot of effective way to improve mental wellbeing

MYTH **You need to be100% fit to be at work**

TRUE Returning and staying in work is one of the best things to support recovery.

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Resources to help…

Visit www.safety.networkrail.co.uk/healthandwellbeing for:

- ⊖ Videos
- ⊖ Posters
- ⊖ Presentations
- ⊖ Articles
- ⊖ 'Ask our experts'

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